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The Potter Township Supervisors held their monthly Business Meeting on Wednesday, April 14, 2021 at the Potter Twp. Municipal Bldg. & on Zoom. Ms. Matsco called the meeting to order at 6:05pm & led the Pledge of Allegiance.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Garen Fedeles Engineer: Dan Sell Secretary: Linda McCoy

Visitors: Mark Summerville, Lauren Patton, Bill Winkle, Mark & Carolyn Czarnecki, Jim & Susan Harcar, Alison Anderson,

Sara Beth Miller and on ZOOM – Shannon Debes and Dave Conti

MEETINGS:

April 09 – Ms. Matsco, Mr. Shamp & Mr. Cwynar had a virtual meeting with SGA regarding Rocky Bend

April 09 – Ms. Matsco & Mr. Cwynar rode along with Mr. Shamp to view the Montgomery Ridge development

April 12 - Ms. Matsco, Mr. Shamp & Mr. Cwynar had a Shell update meeting on the phone

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON MARCH 10, 2021.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON MARCH 24, 2021.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED

CITIZENS: No comments

OLD BUSINESS:

Used Tractor and Mower bid opening: We received one bid.

MOTION TO ACCEPT THE BID FROM STEPHENSON EQUIPMENT, INC. FOR A USED 2012 MASSEY FERGUSON TRACTOR

AND TIGER BOOM MOWER AT A COST OF \$64,000.00.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED

NEW BUSINESS:

MOTION TO PURCHASE A NEW PAPER SHREDDER FOR THE TOWNSHIP, NOT TO EXCEED \$2,700.00.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED

MOTION TO ALLOW FOR A \$.35 DISCREPANCY IN THE RETURN OF UNCOLLECTED REAL ESTATE TAXES FOR 2020 DUE

TO A SOFTWARE GLITCH.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO APPROVE THE GAS AND OIL LEASE WITH RANGE RESOURCES FOR POTTER TOWNSHIP PARCEL NO. 73-172-0213.002 WITH THE FOLLOWING CONDITIONS: 1) REFERENCE TO ANY SURFACE ACTIVITY IS REMOVED AND 2) THE PROPOSED PAYMENTS ARE OVER A FIVE-YEAR PERIOD. Atty. Fedeles will contact Range Resources to facilitate the conditions. This property is where the Potter Twp Vol Fire Dept. sits.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED

MOTION TO DESIGNATE REBECCA MATSCO TO SIGN THE OIL AND GAS LEASE WITH RANGE RESOURCES FOR PARCEL

NO. 73-172-0213.002.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

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SOLICITOR'S REPORT:

Ms. Matsco introduced Atty. Garen Fedeles to the room.

Atty. Fedeles spoke to the Board about an extension of the current police contract between Shell/CTPD/Potter Twp. that will expire mid May, 2021. Shell would like to extend that contract until March of 2022 with a Variation Order. A discussion was had between the Board and Atty. Fedeles regarding the expiration of the Township's current police contract with CTPD at the end of 2021. Ms. Matsco wondered what would happen if the Township did not contract with the CTPD in 2022 and how that would work if there was an extended Shell police services contract with CTPD in 2022 as Shell is located in Potter Township. Mr. Shamp suggested that Chief Kramer of the CTPD may want to extend their current Township contract for six months into 2022 and revisit contract negotiations with the Township in May of 2022, relieving that issue. Ms. Matsco thanked Mr. Shamp for that suggestion.

The Board and Atty. Fedeles had a discussion regarding NVR, Inc.'s subdivision application of Lot #109 of the Villages of Riverside in Potter Township and if a public hearing is needed to address treating this is as a Planned Unit Development. Mr. Shamp suggested an Executive Session to discuss this as there may be possible litigation and Atty. Fedeles agreed that an Executive Session is warranted. The Board and Atty. Fedeles will go into Executive Session near the end of the meeting.

ENGINEER'S REPORT:

- Rettop Widmer is waiting for a schedule from Rettop Development regarding the construction of the items to be dedicated to the Township. Construction observation of this work will be planned accordingly.
- Saunders Lot Line Revision Plan The follow-up submission received was able to address all of the comments from the original review letter.
- Subdivision of Lot 109/The Villages of Riverside The plan and its associated items have been reviewed and Widmer is now ready to finalize their review letter. A discussion was had on whether the submission should go to the Township Planning Commission and Ms. Patton suggested that the PC discuss this at a regular meeting with the Board to facilitate a shorter time frame for the applicant and also the PC does not have enough information yet to meet. Atty. Fedeles has already had calls from other counsel involved in this submission.

PLANNING COMMISSION: No report.

<u>AUDITORS REPORT</u>: The Board thanked the Township Auditors (Alison Anderson, Sara Beth Miller & Dawn Neely) for their 2020 Township Annual Inventory Audit.

FIRE DEPARTMENT: No report.

ROAD DEPARTMENT: Justin has been busy assisting the other GHRIP municipalities with road work. Mr. Winkle inquired about road patching near his property and the Board stated that Justin would like to do this himself.

POLICE DEPARTMENT: The Board reported that they received a traffic report from CTPD and also that Captain Hall's mother passed away recently.

EOC REPORT: Mr. Harcar explained the proposed 2021 County Mitigation Plan. He will go over the paperwork needed from the Township with Frank Parris and get back to the Board. Atty. Fedeles explained that we submit that paperwork to the County, the County sends the Township their Plan, then the Township adopts a Resolution to accept the County Plan.

Mr. Harcar stated that the recent EOC Drill was successful and the evaluators were happy with the Zoom Drill. He also stated that Raccoon Twp. does not have an EOC member. The next Drill is scheduled for the summer of 2022.

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REAL ESTATE TAX COLLECTOR:

Vicky Leininger submitted the following reports to the Supervisors:

2021 March Real Estate Tax Report for Tax Year 2020

2021 March Real Estate Tax Report for Tax Year 2021

2021 April Real Estate Tax Report for Tax Year 2020

TREASURER'S REPORT:

The balance in the	General Fund Account is	\$4,159,176.04	Bills for this account totaled \$108,611.93
			\$250,176 of this is MDIA permit fees
The balance in the	State Liquid Fuels Account is	\$24,491.84	Bills for this account totaled \$62.78
The balance in the	Capital Equipment Account is	\$52,047.61	There were no bills for this account
The balance in the	Escrow Money Account is	\$111,509.24	There were no bills for this account
The balance in the	Public Safety Account is	\$1,711,469.30	Bills for this account totaled \$9,144.98
The balance in the	DCNR Grant Fund Account is	\$75,099.29	There were no bills for this account
The balance in the	Recreation Board Account	\$446.48	There were no bills for this account
A marking is gooded to account the Turner world Deposit and you the bills for the grount of April			

A motion is needed to approve the Treasurer's Report and pay the bills for the month of April.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED

The Board and Atty. Fedeles went into Executive Session with Mr. Sell from 6:53 pm – 7:53 pm regarding possible litigation.

A Public Hearing for the subdivision application from NVR, Inc. for Lot #109 at the Villages of Riverside will be advertised for April 28th at 6:00 pm in person and on Zoom to consider the Planned Residential Development language for this submission.

ANNOUNCEMENTS:

- The Potter Township May Day Craft Show sponsored by 'Stinkin Cute Trees' and in collaboration with the Potter Twp VFD will be held at the Fire Department on May 1st from 9am 4pm.
- The Supervisors will hold a Work Session on Wednesday, May 5th at 6:00 pm.
- The Supervisors will hold a Regular Business Meeting on Wednesday, May 12th at 6:00 pm.
- Municipal Primary Election Day is Tuesday, May 18th at the Township building. Polling hours are 7 am 8 pm.

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:56 PM.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED

Respectfully Submitted,

Linda McCoy, Secretary